

The Andover Council on Aging Board (COAB) met in regular session on Thursday, July 10, 2014 at 8:00 am at The Center at Punchard, 30 Whittier Court, Andover, MA.

Co-Chair Don Robb called the meeting to order at 8:02 am and on  
ROLL CALL: Present were Don Robb, Mike Basile, Joe Ponti, Mike Roli, Ann Grecoe, Margaret O'Connor, Joan Fox, Stu McNeil, Kaye Devanna and Jane Gifun.

Also present were Kathy Urquhart, Director of Elder Services, Donna Morse, Executive Secretary of Elder Services, John Howard, Robert Pokress, Ken DeBenedictis and Susan DeBenedictis.

### **Minutes and Director's Report**

On Motion by Margaret O'Connor, which was seconded by Joan Fox, it was voted to accept the June Minutes as amended. On VOICE VOTE the motion was declared as PASSED UNANIMOUSLY. Don Robb moved to accept the Director's Report. However, the Board will discuss it at a later meeting.

### **Old Business**

Tax Relief - Mike Roli reported that he had received an email from Town Manager Buzz Stapczynski and that the Home Rule Petition regarding tax relief for seniors has been deemed unconstitutional as there can't be different tax rates for the same group of citizens. However, Mike is waiting for feedback from the legislators about possible ways to word the petition. Don Robb asked if the COAB can sponsor/advocate for warrant articles. That would need to be check with Town Council.

### **New Business**

UMass Boston Needs Assessment - Jan Mutchler, Ph.D, UMass Boston, Gerontology Institute, made a presentation to the Board which included a lot of statistical data about Andover that will be helpful as work is done for the needs assessment. She stressed that it is important to understand how other town departments are impacted by the senior population. She explained that the assessment will take eight to twelve months to complete. In addition to random surveys sent out to the 50+ population, there will probably be a couple of focus groups to gather additional information. A timeline was discussed to pinpoint key timeframes. By the end of August the Department should send out press releases to the newspapers about the assessment. In August a postcard should be sent to let citizens know what is being done and to watch for the survey in the mail. A write-up should be put in The Center's September newsletter about the project. The survey should be mailed in October. Jan stated that a major campaign needs to be launched to help tell stories in the newspaper and to publicize the survey and to help people understand why it is being done for the Department of Elder Services. She received much feedback from the members about their concerns and thoughts. Some of the feedback included concern for quantity of survey returns, timeline, focus groups, need for information about transportation, length of the survey and font size.

The Shining Star Committee presented Kaye Devanna with her Shining Star Award.

On MOTION of Joan Fox and seconded by Jane Gifun, the meeting adjourned at 10:03 am.

The next meeting is August 14, 2014

Respectfully Submitted,

Donna Morse  
Recording Secretary